

Montana Department of Transportation
Maintenance Division
Helena, MT 59620

MEMORANDUM

TO: All Motor Pool Users

FROM: D. John Blacker, Administrator
Maintenance Division

DATE: June 30, 2008

SUBJECT: FY2009 Motor Pool Rental Rates

The following Motor Pool rental rates are effective July 1, 2008. These rates are for Fiscal Year 2009.

<u>Class No.</u>	<u>Description</u>	<u>Assigned Rate</u>	<u>Usage Rate</u>
02	Small Utilities	\$1.637	\$0.160
03	Hybrid Small Utilities	\$1.637	\$0.160
04	Large Utilities	\$2.038	\$0.202
05	Hybrid Sedans	\$1.408	\$0.125
06	Mid-Size Compact Cars	\$1.408	\$0.125
07	Small Pickups	\$1.581	\$0.190
11	Large Pickups	\$1.437	\$0.218
12	Van, All Types	\$1.420	\$0.183

The dual rate structure will be charged as follows:

1. 8 hours assigned time will be charged for every day you have the vehicle in your possession regardless of the time you pick up or return the vehicle to Motor Pool.
2. The usage rate will be charged for every mile driven.
3. Assigned time plus usage will be your total rental rate charge.

Example - A passenger car is rented July 7, 2008 and picked up at 10:30 AM. Unit is returned July 11, 2008 9:00AM. Unit is driven 300 miles. Rental charge will be as follows:

July 7 - July 11 = 5 days multiplied by 8 hours/day = 40 hours
40 hours multiplied by Assigned rate 1.408 = \$56.32
Miles Driven = 300 miles multiplied by Usage rate \$0.125 = \$37.50
Total Rental Charge = \$56.32 + \$37.50 = \$93.82

Automatic comprehensive/collision coverage will be provided for all state agencies for the first 30 days of the lease at no cost to the agency.

The leasing agency will be responsible for paying a deductible in the event that an accident may occur. The Risk Management & Tort Defense Division will bill agencies a \$250 deductible for each loss.

In the event of an accident, the lessee must immediately notify the Motor Pool at (406)444-2705.

Questions regarding the comprehensive/collision coverage must be directed to the Risk Management & Tort Defense Division.

All current Motor Pool leaseholders will be contacted and lease information will be brought up to date. If you have any questions concerning the rates contact Walt Kerttula at (406)444-6319.

C: Motor Pool Manager
Accounting Systems Design and Control
Collections
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